

**HILTON HEAD PLANTATION PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, MAY 23, 2023  
9:00 AM – POA Service Center**

---

**I.** President Ed Schottland called the meeting to order at 9:02 AM.

**Present were:**

Ed Schottland  
Carlton Dallas  
Jon Heron  
Lori Schmidt  
Jordan Berliner  
Margie Lechowicz  
Keith Schlegel

**Absent were:**

Rex Garniewicz  
Dave Pollock

**Staff Members:**

General Manager:	Peter Kristian
Assistant General Manager:	Todd Lindstrom
Recording Secretary:	Sharon P. White

**II. PRESIDENT REMARKS**

**President Ed Schottland:**

- He noted he attended each Committee Meeting in May.
- He noted that each Board member should consider doing the ride-a-long with the Security Department.

**III. APPROVE BOARD MINUTES**

*Carlton Dallas made a motion to approve the April 25, 2023, meeting minutes as corrected. Lori Schmidt seconded, and the motion passed unanimously.*

**IV. FINANCIAL REPORT**

Todd Lindstrom gave a brief presentation on the March financials for 2023. He noted that the Commercial Decals and Daily rates, ARB Fees, Tennis Fees, and Instruction Program Fees, all continues to do well. He noted that Advertising has picked up. He gave a brief summary of the Dolphin Head Renovation Project expenditures. Todd also gave a brief summary on the HHP Insurance Premium for 2023-2024.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

**V. GENERAL MANAGER'S REPORT**

- Staff is preparing for the summer activities.
- Our advertising revenue for *Plantation Living*:

	<u>2022</u>	<u>2023</u>
January	\$15,190	\$12,150
February	\$13,915	\$12,440
March	\$14,425	\$14010
April	\$15,590	\$14,720
May	\$14,545	\$14,935
June	\$13,465	\$13,085++

- Thus far in 2023, we have collected approximately \$173,493 in Capital Transfer Fees.
- The General Manager attended the Community Associations Institutes National Conference in Dallas Texas in May. The GM will be making a presentation on State and Federal Legislative issues at the conference.
- *Plantation Living* advertising has remained steady.
- The Charles and Waterway Gardens continue to make progress. Settlements for the lower floor of the Charles are in progress. Thus far, no Townhomes at the Waterway Gardens location have been placed under contract.
- The internal and external Hurricane Preparedness Plans are under review.
- The next Coffee is scheduled for 4:00 PM, Thursday, May 25, at the Plantation House. Sherriff PJ Tanner will be our special guest.
- Chrissy Kristian was officially awarded her Professional Community Association Manager (PCAM) designation on stage in Dallas Texas.
- A Resident Hurricane Preparedness meeting has been scheduled for 5:00 PM, Monday, June 12, at the Plantation House.
- A new people counter has been install at the entrance to the Whooping Crane Conservancy Boardwalk.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

- A Resolution adopted by the Greater Island Council is up for consideration by the Board.
- Staff is working with a software vendor on a module that will permit property owners to register for classes online among other applications.
- Noted our underground Fuel Tanks have passed their annual DHEC inspection.
- The POA Compound's Generator has been inspected and serviced. During this process it was determined that the transfer switch that changes the POA Compound's power source from street power to back up generator power was worn and defective. Staff has arranged for the fix at a cost of just under \$8,000. The work will need to be performed in the early morning so as not to disrupt the POA Compound's access to power. Staff intends to ask the Board to fund this repair from the R&R Fund as the generator is on this schedule. The Generator and associated transfer switch equipment were purchased in 2006 at a cost of \$27,000 with an approximate 20-year useful life. The Diesel engine and Generator are both functioning fine. This piece of equipment is vital to our Hurricane Plan as it provides back up power to the entire POA Compound which includes the Security Building, POA Service Center and the Maintenance Facility.
- David is working with the company that manufactured our Gas pumps and fuel dispersal system to repair the computer that controls the key card system.
- We have resolved the issue with JS Construction, Fraser Construction, and the Town of Hilton Head Island on a drainage improvement that was mandated by the Town in conjunction with the Bayshore Cottage project. We have obtained a video of the improvement that documents the install was correctly executed. The Town has accepted the subject section of pipe into our Stormwater Management Agreement with the Town. As a result, we have paid JS Construction for the work and are in the process of seeking reimbursement from the Town for the work.
- Beaufort County Mosquito Control has installed Mosquito "Dunks" in all of HHP's Storm Drain inlets.
- We are also offering a new type of art class, and this one is called "Learn How to Paint Outside in Plain Air" with artist Carol Iglesias. This workshop will be held at the Spring Lake Pavilion on Tuesday, May 23, from 9:00 AM to 12:30 PM, and it will focus on the use of pastels. The cost is \$49/participant, and sign-ups began in April.
- The HHP Garage Band Club hosted another free outdoor concert on Tuesday, May 2, in the Plantation House parking lot. We had three food trucks in the parking lot opposite the concert.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

- On Monday, May 1, we teamed up with OneBlood to offer a Community Blood Drive in the Plantation House parking lot from 10:00 AM -4:00 PM. OneBlood had their Big Red Bus onsite for the blood drive, and we had 33 appointments pre-registered, but they were able to accept walk-ins as well.
- The Summer Kick-off Party at the Spring Lake Pool will be held on Saturday, June 3, from 1:00-3:00 PM. Deejay Bill West will be playing great tunes throughout the party, and we will offer a variety of games and prizes for the kids. We have secured the Mother Smokin' Good food truck as well as the POPS – gourmet popsicles cart for the event. In case of inclement weather, we will move the party to the following day – Sunday, June 4 – same time/place. We will continue to work on getting two more food trucks to participate in this event. The food trucks will be stationed in the Plantation House parking lot.
- The Stee and the Ear Candy Band canceled their performance at the Plantation House on Tuesday, June 13. Thankfully, we were able to secure another band for the same dates – Tower of Funk & the Choosy Mothers Horns. Thankfully, we were able to secure another band for the same dates – Tower of Funk & the Choosy Mothers Horns. They will be performing at the Plantation House parking lot from 7:00-9:00 PM on Tuesday, June 13. In case of inclement weather, we will move the concert to the following Tuesday, June 20. Same time/place. The POPS gourmet Popsicle cart will be onsite to sell their delicious popsicles throughout the concert.
- On Wednesday, June 14, we will be hosting an informational meeting at the Plantation House at 4:00 PM with our Collette representative to showcase our next international trip scheduled for March 5-13, 2024, to Tuscany, Italy. The trip will include 10 meals: 7 breakfasts and 3 dinners. The tour will begin in the famous spa resort town of Montecatini Terme, where the group will call "home" for the next 7 days. Highlights on the tour include visits to Lucca, the Gothic Line, a winery tour, Florence, Pisa, a cooking class, a cheese farm, and San Gimignano. On Day 5, guests can choose between a guided walking tour and visit to the historic Tettuccio Spa OR journey to Siena and embark on a walking tour through its narrow Gothic streets. On Day 7, guests can also choose to relax and explore Montecatini Terme or choose an optional excursion to Cinque Terre. Also available is an optional 3-Night Rome Pre Tour-Extension as well as an optional 2-Night Gourmet Bologna Post Tour-Extension. We've already sold 16 spots on this tour, and our bus capacity is 35 guest total.
- Deas-Guyz will be performing at the Plantation House parking lot from 7:00-9:00 PM on Tuesday, July 18. In case of inclement weather, we will move the concert to the following day, Wednesday, July 19. Same time/place.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

- The annual Teen/Tween Event will be a fun outing at Adventure Cove on Tuesday, July 25, from 6:00-8:30 PM. Cost is \$15/child, and the event is open to any child 10-15 years of age. Drop-off and pick-up will be at Adventure Cove (located at 15 Folly Field Road), and the kids will be offered miniature golf, arcade games (\$5 worth of tokens), and a pizza dinner. If kids would like to purchase additional tokens, they can bring extra money and receive a BOGO deal at the register (buy one token, get one free). Sign-ups will begin after the June newsletter is distributed.
- The Dolphin Head Memorial & Honorarium Program is officially underway. We have already received commitments from various families who are interested in donating the following: five (5) benches, three (3) picnic tables, four (4) Adirondack chairs, and one (1) grill. We still have three (3) more picnic tables available, as well as two (2) more Adirondack chairs. Other outdoor items include one more grill, four (4) bike racks, the foot/dog washing station, the fire pit, swing trellises, among other items. The total amount of donations that have been submitted so far (this includes the purchase of outdoor items PLUS general contributions) is \$16,740.
- The Spring Bocce Ball Banquet was held on Saturday, May 13, at the Spring Lake Pavilion.
- Registration for Kids Kamp has officially closed. We ended up with a total of 321 kids enrolled in Kids Kamp and out of that number, 168 are enrolled as full session attendees. We have started to compile a wait list for those kids who did not get into Kids Kamp this summer.
- We currently have 13 Kids Kamp Counselors lined up, one (1) helper (Deborah), and one (1) Director (Blake) for a total of 15 Kids Kamp Staff. We'd like to hire an additional 4-5 counselors if possible. We also have one volunteer helper during week 2, and another sub counselor lined up.
- ARB – Received 6 submissions in April 2023. Four were approved and two denied.
- **Monthly Revenue ARB and Covenant – April 2023**

New Construction:	2
YTD New Construction:	4
Building Permits Issued:	64
YTD Permits Issued:	253
Tree Permits Issued:	65
YTD Tree Permits Issued:	245

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

**ARB – April 2023**

Review Fees	\$2,650
YTD Fees	\$22,950
Tree Permit Fees	\$1,275
YTD Fees	\$3,850
Tree Mitigation Fees	\$453
YTD Fees	\$1,353

**Covenants – April 2023**

<b>Covenant Fines</b>	<b>Residential</b>	<b>Commercial</b>	<b>Total</b>
Fines Levied	\$650	\$1,500	\$2,150
Fines Collected	\$1,200	\$1,625	\$2,825
YTD Issued:	\$11,450		
YTD Collected:	\$10,400		

- All Patrol Vehicles have been equipped with new radar and video equipment.
- The South Carolina State legislature is poised to approve legislation that will permit Annual Meetings of Homeowner’s Association’s to be held virtually.
- Senator Tom Davis will be our guest speaker at the Coffee with Peter on Thursday, August 3, 2:00 PM, at the Plantation House. Unfortunately, the scheduled date of Thursday July 27 for the Coffee the Senator was not available. We also tried July 20 and the Senator was also unavailable.
- Mike Gournoe a property owner and retired commercial artist has agreed to work on the Historical sign rehab for the area overlooking the Dolphin Head recreation area which includes the Myrtle Bank Plantation ruins.
- Rex Garniewicz has graciously volunteered to work on the verbiage for the kiosk display that will provide an account of the history of the site and give background on the artifacts discovered at the site. Rex has also donated a displace case to house the artifacts recovered during the excavation of the Picnic Shelter footings.
- We are tracking H.3253 Short Term Rentals which is a Bill currently before the State Legislature. The Bill as written will prohibit Municipalities and Counties from regulation Short Term Rentals. This Bill did not make the cross over date, however the Bill will still be alive in 2024 for consideration. If the State legislature scores a success in this area, they may be tempted to outlaw private covenants that limit short term rentals. This would be an excellent topic to discuss with Senator Davis when he visits us in early August.

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

• **All Concert Dates for 2023 –**

- Tuesday, June 13 – Tower of Funk & the Choosy Mothers Horns (7-9 PM)
- Tuesday, June 20 – Tower of Funk & the Choosy Mothers Horns Rain Date
- Tuesday, July 18 – Deas-Guyz Concert (7-9 PM)
- Wednesday, July 19 – Deas-Guyz Concert Rain Date
- Rob Ingman has indicated he will be available for the Dolphin Head Grand Opening

**VI. ACCEPTANCE OF ACTION LIST**

*Lori Schmidt made a motion to accept the Action List as presented. Jordan Berliner seconded, and the motion passed unanimously.*

**VII. ACTION LIST**

**A. Decision Item(s):**

**1. Consider and approve the 2023 Mill and Overlay Road Repair bid.**

*Lori Schmidt made a motion to award the bid to JS Construction for the lump sum cost of \$429,000 with a 10% contingency. Keith Schlegel seconded, and the motion passed unanimously.*

**B. Discussion Item(s):**

**1. Consider the request to reclassify a pool operating expense for two Spring Lake Pool Pump repairs to a Reserve Expenditure.**

*Carlton Dallas made motion to approve staff's recommendation of transferring funding in the amount of \$2,601.05 plus \$3,264 from the Operating Account to the Repair and Replacement Fund. Lori Schmidt seconded, and the motion passed unanimously.*

**2. Consider the proposed extension of the Palmetto Coastal contract through 2028.**

*Lori Schmidt made a motion to accept the proposed Palmetto Coastal Landscape contract extension. Keith Schlegel seconded, and the motion passed unanimously.*

**HILTON HEAD PLANTATION  
PROPERTY OWNERS' ASSOCIATION  
BOARD OF DIRECTORS  
MEETING MINUTES OF  
MAY 23, 2023**

---

**3. Consider supporting the GIC Resolution.**

*Jon Heron made a motion to approve supporting the GIC Resolution. Lori Schmidt seconded, and the motion passed unanimously.*

**VIII. UPDATE ON DOLPHIN HEAD PROJECT**

The Dolphin Head Project continues to take shape. A progress meeting was held with Nix's Construction, a representative of Wood+Partners, POA Staff, and Board members Carlton Dallas and Jon Heron on Thursday, May 4. Work on the pour and play resilient surface for the playground is scheduled for June, the Deck and Picnic shelter work should begin shortly. Screed Doors were discussed along with signage. Staff asked for general pricing and useful lives of the major components for the project so they can be incorporated into the POA's R&R schedule.

**IX. COMMITTEE REPORTS (Approved as a Group)**

The Committee Reports were accepted as a group.

**X. PROPOSED NEW BUSINESS ITEMS**

The Code of Conduct Committee met and noted that they should have a draft recommendation for the June Board meeting.

**XI. EXECUTIVE SESSION**

*Jordan Berliner made a motion to go into Executive Session to discuss legal and personnel matters at 10:28 AM. Lori Schmidt seconded, and the Board went into Executive Session.*

*Lori Schmidt made a motion to come out of Executive Session at 10:46 AM. Keith Schlegel seconded, and the Board came out of Executive Session.*

**XII. ADJOURNMENT**

*Margie Lechowicz made a motion to adjourn the Board meeting. Lori Schmidt seconded, and the meeting adjourned at 10:46 AM.*

---

Ed Schottland, President

---

Lori Schmidt, Secretary